

VIRGINIA ELECTRIC AND POWER COMPANY  
RICHMOND, VIRGINIA 23261

April 23, 1996

U.S. Nuclear Regulatory Commission  
Attention: Document Control Desk  
Washington, D.C. 20555

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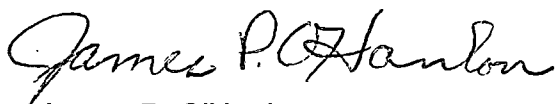
Gentlemen:

**VIRGINIA ELECTRIC AND POWER COMPANY**  
**SURRY POWER STATION UNITS 1 AND 2**  
**NORTH ANNA POWER STATION UNITS 1 AND 2**  
**REVISIONS TO CORPORATE EMERGENCY RESPONSE PLAN**  
**REVISIONS TO CORPORATE PLAN IMPLEMENTING PROCEDURES**

Pursuant to 10 CFR 50.54(q), enclosed are revisions to the Corporate Emergency Response Plan manual. These revisions update previous submittals of the Corporate Emergency Response Plan and selected Corporate Plan Implementing Procedures. This revision does not decrease the effectiveness of our Emergency Plan and the plan, as revised, continues to meet the standards of 10 CFR 50.47(b). Please update your manual by performing the actions described in the enclosed tabulation of changes.

Your attention is also directed to the cover page of each enclosed document. These pages provide a revision summary for the Corporate Emergency Response Plan and Corporate Plan Implementing Procedures, respectively, and are intended to facilitate your review of the enclosed material.

Very truly yours,



James P. O'Hanlon  
Senior Vice President - Nuclear

Enclosures

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cc: U.S. Nuclear Regulatory Commission (4 copies)  
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NRC Senior Resident Inspector  
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Surry Power Station

**VIRGINIA ELECTRIC AND POWER COMPANY  
REVISIONS TO CORPORATE EMERGENCY RESPONSE PLAN AND  
CORPORATE PLAN IMPLEMENTING PROCEDURES**

Enclosed are recent revisions to the Corporate Emergency Response Plan (CERP) and Corporate Plan Implementing Procedures (CPIPs). Please take the following actions in order to keep your manual updated with the most recent revisions.

REMOVE DOCUMENT	TITLE	REV.	DATE		INSERT DOCUMENT	REV.	DATE
CERP	CORPORATE EMERGENCY RESPONSE PLAN	4	5/1/95		CERP	5	4/1/96
CPIP-2.1	MEDIA ACTIVATION AND NEWS RELEASES	4	5/1/95		CPIP-2.1	5	4/1/96
CPIP-2.2	LOCAL MEDIA CENTER ACTIVATION	4	5/1/95		CPIP-2.2	5	4/1/96
CPIP-3.0	ADMINISTRATIVE SERVICES MANAGER ACTIVATION	4	5/1/95		CPIP-3.0	5	4/1/96
CPIP-3.2	NORTH ANNA LEOF ACTIVATION	3	5/1/95		CPIP-3.2	4	4/1/96
CPIP-3.3	SURRY LEOF ACTIVATION	2	9/16/94		CPIP-3.3	3	4/1/96
CPIP-6.2	RADIOLOGICAL ASSESSMENT COORDINATOR	3	9/16/94		CPIP-6.2	4	4/1/96
CPIP-7.0	MEDICAL ADVISOR ACTIVATION AND DUTIES	4	5/1/95		CPIP-7.0	5	4/1/96

Emergency Plan Privacy and Proprietary Material has been removed. Reference Generic Letter No. 81-27.



VIRGINIA POWER

# Corporate Emergency Response Plan

**Title:** Corporate Emergency Response Plan

**Revision Number:**

4

**Effective Date:**

05/01/95

**Revision Summary:**

Rev. 4 - Entire revision; supersedes 09/16/94 CERP manual revision :

Section 1.1, page 1-6, Acronyms and Abbreviations: Deleted UPI (United Press International). This news service no longer exists.

- Section 6, page 6-10, Map to Surry Power Station, is modified to reflect new location of the Secondary Remote Assembly Area (SRAA). The SRAA is located on Route 10, southwest of the town of Surry, at the Surry County Parks and Recreation Community Center. This change is made pursuant to Surry County approval, granted by letter from T. D. Lewis, County Administrator, dated January 20, 1995.

Section 8.2.2, page 8-6: Replaced the word "advise" with "advice" as use of the former was inappropriate.

Recommended Approval:

*[Signature]*  
Director Nuclear Emergency Preparedness

4-10-95  
Date

Approved by:

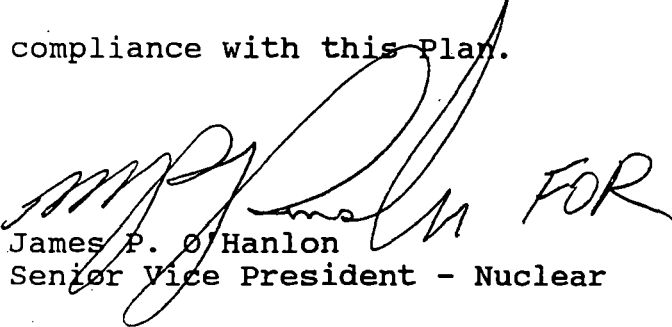
*[Signature]*  
Vice President Nuclear Services

4/29/95  
Date

Supplemental pages for  
Rev 5 CERP + CERP IP  
Q.F.S.A.R.  
50-289/281/334/339  
9/23/95  
960429058

VIRGINIA POWER  
CORPORATE EMERGENCY RESPONSE PLAN  
POLICY STATEMENT

Virginia Power's Corporate Emergency Response Plan (CERP) establishes guidelines for contending with emergencies that may occur at North Anna or Surry Power Station. Company policy mandates an Emergency Preparedness Program designed to support our nuclear power stations in such a manner as to ensure effective control and coordination of response efforts should the need arise. The CERP complies with standards set forth by the Nuclear Regulatory Commission, and is formulated for compatibility with governmental, vendor and volunteer support organizations that may render emergency assistance. Pre-planned response efforts between Virginia Power and support organizations sustain our mutual goal of protecting public health and safety. Virginia Power requires compliance with this Plan.

 FOR  
James P. O'Hanlon  
Senior Vice President - Nuclear

VIRGINIA POWER  
CORPORATE EMERGENCY RESPONSE PLAN

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VIRGINIA POWER  
CORPORATE EMERGENCY RESPONSE PLAN

SECTION 1

DEFINITIONS

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1.0 Definitions

- 1.1 Central Emergency Operations Facility (CEOF) - Designated facility which serves as backup to the nearsite Local Emergency Operations Facility. The CEOF is located adjacent to the Corporate Emergency Response Center at the Innsbrook Technical Center in Glen Allen, Virginia.
- 1.2 Corporate Emergency Response Center (CERC) - Designated facility serving as the focal point for inter-company efforts implemented to support station emergency response actions and for dissemination of emergency information. The CERC is located at the Innsbrook Technical Center in Glen Allen, Virginia.
- 1.3 Corporate Emergency Response Plan (CERP) - An administrative document describing the organization, responsibilities, facilities, and functional interfaces employed by corporate personnel in support of station emergency response actions.
- 1.4 Company - Virginia Power.
- 1.5 Corporate Plan Implementing Procedures (CPIPs) - Emergency response procedures used to implement the Corporate Emergency Response Plan.
- 1.6 Control Room - Station main control center serving as the initial location for command and control of the emergency response effort.
- 1.7 Emergency Action Levels (EALs) - Thresholds corresponding to station events such as equipment malfunctions, natural phenomena, radiological dose rates, etc. upon which emergency classifications are based.



1.8 Emergency Classifications:

Notification of Unusual Event  
Alert  
Site Area Emergency  
General Emergency

1.9 Emergency Plan Implementing Procedures (EPIPs) - Emergency response procedures that implement the Station Emergency Plan.

1.10 Emergency Response Facility (ERF) - Emergency facilities staffed upon declaration of an Alert, Site Area Emergency, or General Emergency classification to include the Control Room, Technical Support Center, Operational Support Center, Local Emergency Operations Facility, Corporate Emergency Response Center, Joint Public Information Center and Local Media Center.

1.11 Joint Public Information Center (JPIC) - Designated facility from which official information concerning an emergency is provided to the media. The JPIC, an element of the Corporate Emergency Response Center, is located at the Innsbrook Technical Center in Glen Allen, Virginia.

1.12 Local Emergency Operations Facility (LEOF) - A nearsite facility providing workstations for company, State and Federal officials responding to a station emergency.

1.13 Local Media Center (LMC) - A nearsite facility from which members of the media can be briefed by Federal, State and/or company representatives. The LMC is located at the station Nuclear Information Center.

1.14 Nearsite - Within the exclusion area, but beyond the protected area.

- 1.15 Offsite - Beyond the exclusion area.
- 1.16 Onsite - Within the protected area, surrounded by security fence.
- 1.17 Operational Support Center (OSC) - Onsite facility designated as a staging area for emergency response support personnel.
- 1.18 Protected Area - The immediate area surrounding the station bounded by a double security fence.
- 1.19 Site Boundary - That property boundary beyond which land is not owned or controlled by the licensee.
- 1.20 Technical Support Center (TSC) - An onsite facility located adjacent to the station control room which becomes the central control center for the station emergency organization after the onshift staff has been augmented.

1.1 Acronyms and Abbreviations

AP	-	Associated Press
ARD	-	Automatic Ringdown Phone
CEOF	-	Central Emergency Operations Facility
CERC	-	Corporate Emergency Response Center
CERO	-	Corporate Emergency Response Organization
CO	-	Commercial Telephone Line
COVRERP	-	Commonwealth of Virginia Radiological Emergency Response Plan
CPIP	-	Corporate Plan Implementing Procedure
CR	-	Control Room
EAL	-	Emergency Action Level
ENS	-	(NRC) Emergency Notification System
EOC	-	Emergency Operations Center
EPA	-	Environmental Protection Agency
EPIP	-	Emergency Plan Implementing Procedure
ERF	-	Emergency Response Facility
ERFCS	-	Emergency Response Facility Computer System
HP	-	Health Physics
HPN	-	(NRC) Health Physics Network
JPIC	-	Joint Public Information Center
LAN	-	(NRC) Local Area Network
LEOF	-	Local Emergency Operations Facility
LMC	-	Local Media Center
MCL	-	(NRC) Management Counterpart Link
MCV/VCU	-	Medical College of Virginia/Virginia Commonwealth University
NRC	-	Nuclear Regulatory Commission

OJRP - One James River Plaza  
OPX - Off-Premises Exchange (Communications System)  
OSC - Operational Support Center  
PA - Public Address System; Public Affairs  
PAG - Protective Action Guide  
PBX - Private Branch Exchange (Communications System)  
PMCL - (NRC) Protective Measures Counterpart Link  
PRAA - Primary Remote Assembly Area  
RAC - Radiological Assessment Coordinator  
RM - Recovery Manager  
RSCL - (NRC) Reactor Safety Counterpart Link  
SPDS - Safety Parameter Display System  
SRAA - Secondary Remote Assembly Area  
TSC - Technical Support Center  
VDES - (Commonwealth of) Virginia - Department of  
Emergency Services  
VIMS - Videodisk Information Management System

VIRGINIA POWER  
CORPORATE EMERGENCY RESPONSE PLAN

SECTION 2

SCOPE AND APPLICABILITY

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## 2.0 Scope and Applicability

The Corporate Emergency Response Plan (CERP) establishes the fundamental guidelines necessary for the Corporate Emergency Response Organization to respond to emergency events that may occur at the North Anna or Surry Power Station. Included are provisions to commit Company resources to the response effort, to allow deviation from standard policy and to provide long term recovery support. The Corporate Emergency Response Plan (CERP) is also designed to ensure compatibility with the planning efforts of offsite organizations which may provide assistance in the event of an emergency.

The basic purpose of the Plan is to establish a corporate emergency response organization which will support the affected station with respect to emergency management and resources, and to provide facilities, equipment, and services necessary for recovery.

The ultimate goal is to ensure the protection of the health and safety of the general public during unusual or emergency conditions.

The organizational framework of the CERP dictates that the Corporate Response Manager is responsible for implementation of this plan.

VIRGINIA POWER  
CORPORATE EMERGENCY RESPONSE PLAN

SECTION 3

SUMMARY OF CORPORATE EMERGENCY RESPONSE PLAN

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3.0 Summary of Corporate Emergency Response Plan (CERP)

The types of emergencies at the nuclear stations are divided into four classifications covering a broad spectrum of potential occurrences. The classifications range from "Notification of Unusual Event" in which offsite officials are notified of an unusual condition, through "General Emergency" in which a potential or actual threat to the health and safety of the public exist. These classifications are compatible with the applicable State and local government emergency plans.

The CERP which is implemented at an "Alert" or higher classification, provides a mechanism for supporting the station response effort, including determination of offsite radiological conditions and establishing recovery operations. The CERP also provides additional support if the emergency is of such a magnitude that Company resources are overextended. Such support may be additional manpower to augment the station's operating staff, manpower in specialized disciplines, and specialized emergency response equipment and services.

Upon activation of the CERP, the Corporate Response Manager directs operation of the Corporate Emergency Response Center (CERC), while the Recovery Manager directs LEOF operations and serves as a liaison between the station and CERC.

Concurrent with the activation of the CERC, the Joint Public Information Center (JPIC) Director will report to the



JPIC (ground floor, Innsbrook Technical Center) to coordinate activation and management of the JPIC facility.

Official news releases to the media, including briefings by the Chief Technical Spokesperson, are made from the JPIC. Following approval by the Recovery Manager, Corporate Response Manager or designated alternate, news releases are distributed to the media and to the Local Media Center for distribution to news personnel assembled at that facility. Questions from the general public concerning the event are addressed from the Joint Public Information Center (JPIC).

### 3.1 Organizational Structure

The organizational structure for the Corporate Emergency Response Center, the Local Emergency Operations Facility and the Joint Public Information Center is provided in Sections 3.1.1, 3.1.2 and 3.1.3, respectively, of this plan. Each of the above sections contains functional position descriptions of the emergency response positions required to support the facility, followed by organizational charts depicting the organizational hierarchy and the positions required for facility activation. Both "minimum" and "fully staffed" charts are provided, where the "minimum" chart depicts the organization required for activation of the facility. The "fully-staffed" chart shows the augmented organization which is established to provide maximum support of the stations' needs.

A matrix indicating those Company personnel who are assigned to fill these positions is maintained on file by the Corporate Nuclear Emergency Preparedness group.

3.1.1. Corporate Emergency Response Center Functional Descriptions

A. Corporate Response Manager

The Corporate Response Manager assumes overall control and operation of the Corporate Emergency Response Center, and is responsible for:

- Allocating the use of company resources to aid the affected station in the mitigation of and recovery from an accident.
- Activation of the Corporate Emergency Response Center.
- Ensuring CERC functional positions are adequately staffed to support the affected station.
- Ensuring resources requested are dispatched efficiently and timely.
- Directing transition of CERP personnel functions from response to recovery operations upon event termination.

B. Administrative Services Manager

The Administrative Services Manager reports to the Corporate Response Manager and is responsible for:

- Providing the needed clerical support for the CERC to function efficiently.
- Handling all arrangements for travel, lodging and meals for those needed to support station and corporate response.
- Functioning as the Purchasing Agent with responsibility for contract negotiation, administration and material control.
- Administering petty cash funds, expense accounts and establishing emergency account numbers.
- Providing for food deliveries, operation of field kitchens (if necessary) and for trash disposal.
- Providing manpower, both technical and craft disciplines, as needed and providing labor relations assistance, as required.
- Staffing the motor pool facility and providing vehicles for the response organization.
- Providing adequate sanitation facilities for onsite and offsite response personnel.
- Establishing a 24-hour shift schedule as necessary.
- Coordinating the transmission of approved news releases over the Nuclear Network System.
- Providing management direction to the following positions:
  - Clerical Support Staff
  - CERC Communicator
  - Technical Library Coordinator
  - Telecommunications Coordinator
  - Computer Services Coordinator
  - Procurement Services Coordinator
  - Access Control Staff

C. Technical Support Manager

The Technical Support Manager reports to the Corporate Response Manager and is responsible for:

- Ensuring station conditions are analyzed and guidance developed (if necessary) for core and system protection.
- Supporting the station by developing procedures to support operations (if necessary).
- Reviewing and assessing radiological controls in effect at the stations.
- Analyzing and coordinating waste management controls and plans.
- Performing dose assessment calculations as backup to the stations.
- Resolving questions concerning operating license requirements.
- Providing management direction to the following positions:
  - Radiological Control and Waste Management
  - Reactor Core Analysis (including core damage assessment)
  - Safety Analysis
  - Operations Support
  - SPDS
  - Licensing
  - Chemistry
  - Meteorology

D. Medical Advisor

The Medical Advisor reports to the Corporate Response Manager and is responsible for:

- Alerting appropriate personnel, internal and external to the company, to coordinate medical activities.
- Notifying MCV/VCU (or applicable treatment facility) if radiation exposure and/or contamination is involved in the injury case for which individual is transported.
- Monitoring the medical handling of injured/exposed persons.
- Notifying MCV/VCU (or applicable treatment facility) of contaminated injury victims being transported to that facility regarding estimated time of arrival, number of cases, and medical condition.
- Establishing contact with families of injured persons and keeping them updated.
- Assisting with interpretation of medical information and procurement of consultation medical services as requested by the Corporate Response Manager.

E. Plan/Design/Construction Manager

The Plan/Design/Construction (P/D/C) Manager reports to the Corporate Response Manager and is responsible for:

- Providing the direct contact between Virginia Power Company, the A/E, the NSSS supplier and other equipment suppliers for all design changes and/or needed assistance.
- Directing, coordinating and approving engineering, design and construction activities onsite as needed.
- Coordinating In-house Engineering Reviews and Design efforts.
- Determining the need for construction of new facilities onsite in order to mitigate and/or recover from an accident.
- Establishing which engineering design and construction activities, if any, shall conform to utility formal requirements or be documented by the utility Quality Assurance procedures.
- Providing management oversight for P/D/C personnel designated to support the following activities:
  - Planning
  - Design
  - Construction
  - Engineering
  - Recovery

F. Chief Technical Spokesperson

The Chief Technical Spokesperson reports to the Corporate Response Manager and is responsible for:

- Serving as the official company spokesperson during CERP activation.
- Responding to technical inquiries from the news media.
- Ensuring that statements issued to the media are technically correct and factual.
- Conducting press briefings.
- Coordinating reviews with the Corporate Response Manager or Recovery Manager to ensure that news releases are accurate.
- Reporting changes in emergency status to the media (i.e. classification upgrades).
- Advising the JPIC Director and/or Public Affairs Emergency Coordinator of changes in emergency status.

G. JPIC Director

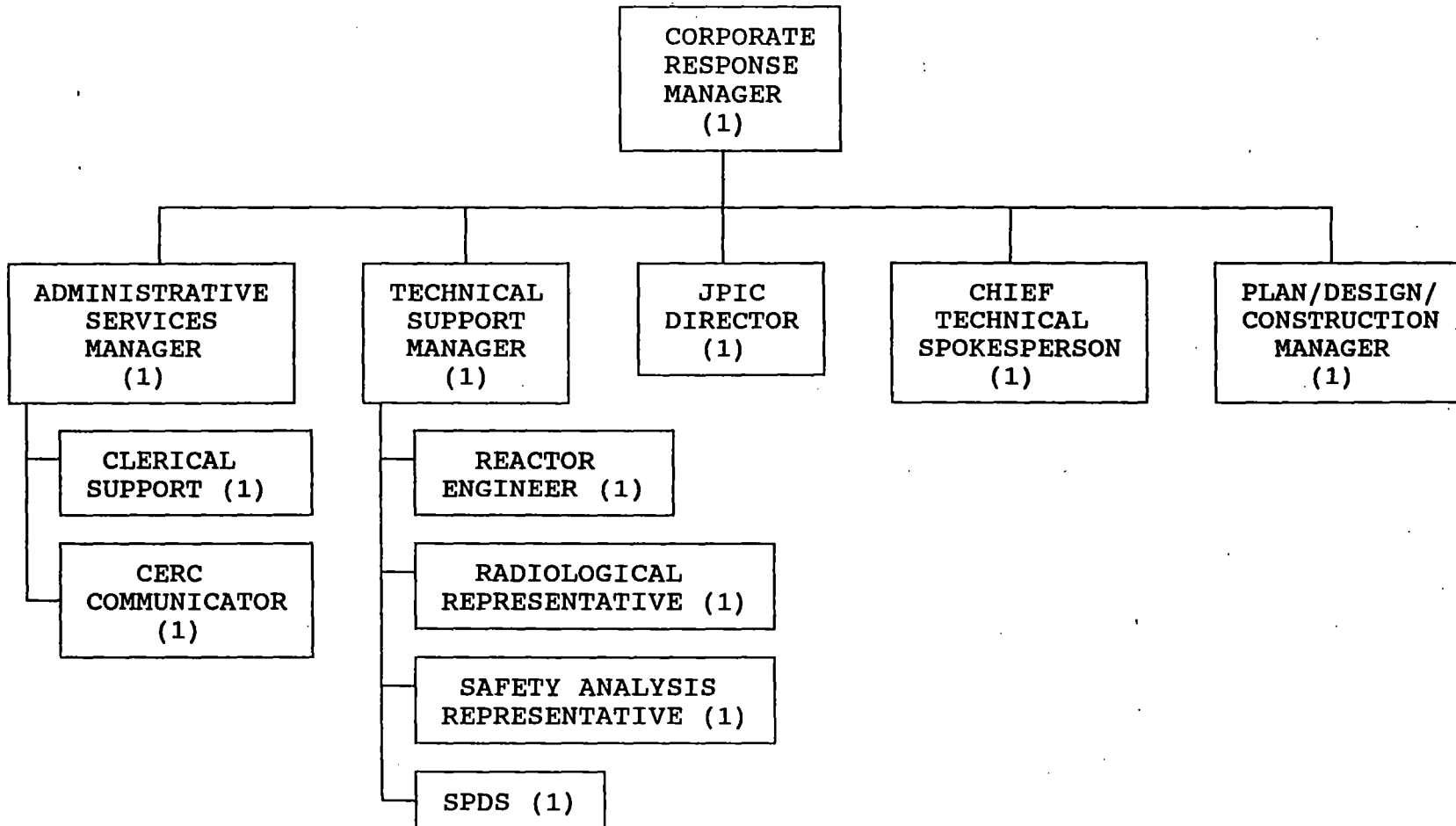
Responsibilities are delineated under the JPIC Organization Functional Description.

H. Security

The Security representative reports to the Corporate Response Manager and is responsible for:

- Advising Corporate Response Manager regarding Status of Notifications and Call Out.
- Providing Corporate Response Manager results of station accountability.
- Informing Corporate Response Manager of LEOF Security Activation.
- Providing Station Access Control Activity Updates.
- Providing overall direction and control for station security response to a Security Related Emergency and advising CERC management on efforts.

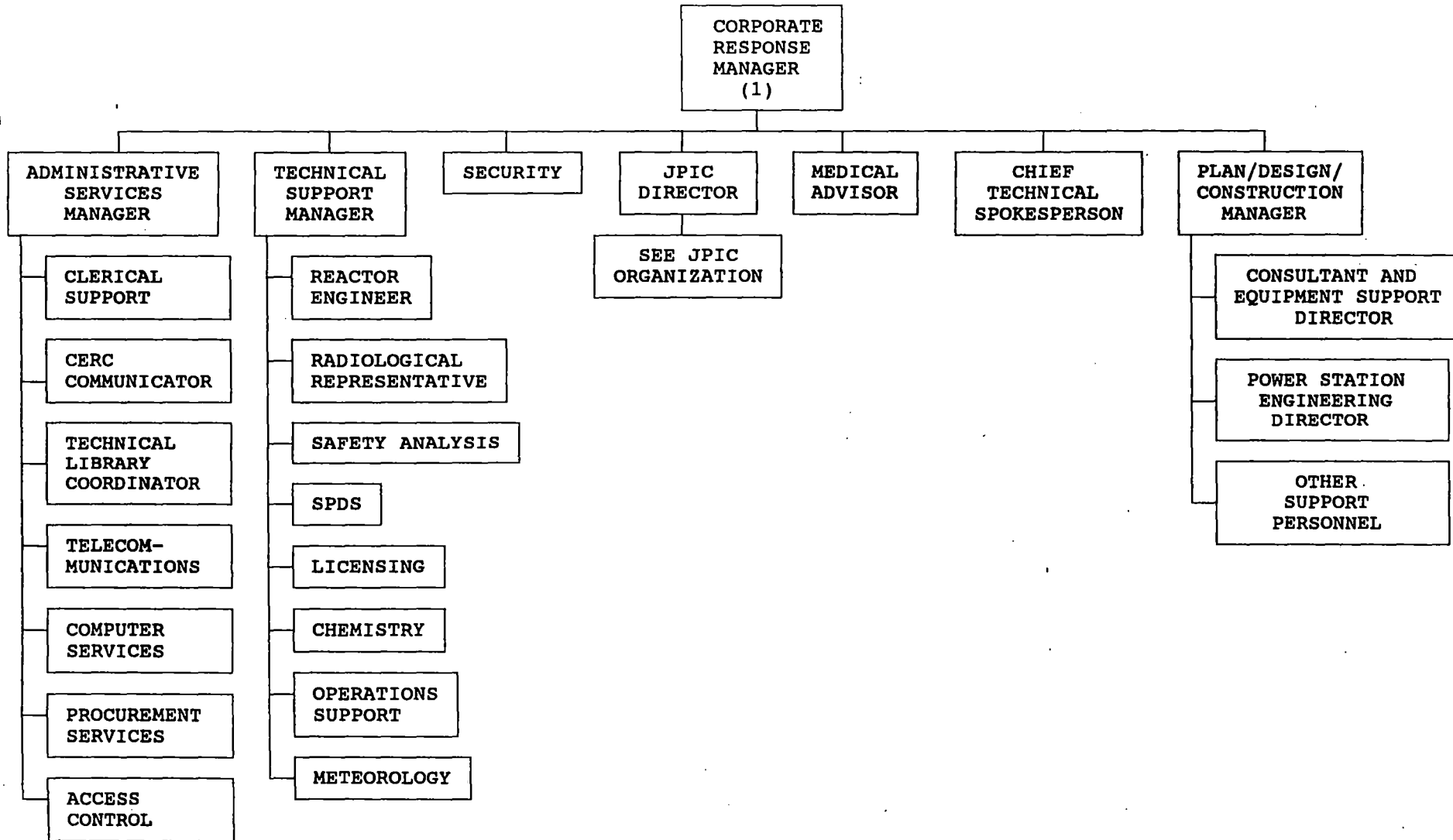
**CORPORATE EMERGENCY RESPONSE CENTER  
Minimum Organization For Activation**



- NOTES:**
- Numbers in parentheses indicate number of personnel required to activate facility.
  - Minimum Organization: 12 individuals.



**CORPORATE EMERGENCY RESPONSE CENTER  
Fully Staffed Organization**



### 3.1.2 Local Emergency Operations Facility Functional Descriptions

#### A. Recovery Manager (RM)

The Recovery Manager assumes overall control of LEOF operations and functions. The Recovery Manager is responsible for:

- Ensuring that necessary personnel are available to staff functional positions within the LEOF.
- Directing, supervising, and coordinating LEOF activities.
- Assessing and providing protective action recommendations to offsite authorities.
- Notifying state and local governments of the emergency status and any changes in a timely manner.
- Providing prompt and accurate information to the Corporate Emergency Response Center.
- Working with state and federal agency representatives located in the LEOF.
- Ensuring that prompt and accurate dose assessments are performed.
- Working with the Station Emergency Manager to determine the need to escalate or de-escalate the Emergency Classification.
- Arranging for special assistance or services requested by the affected station.

B. Radiological Assessment Coordinator (RAC)

The RAC reports to the Recovery Manager and is responsible for:

- Dose assessment staffing and operations.
- Directing performance of emergency dose calculations using available computer equipment.
- Directing field team radio operator activities.
- Dispatching Offsite Field Team members, as necessary.
- Tracking the dose of Offsite Field Team members.
- Projecting offsite doses.
- Obtaining weather forecasts, as necessary.
- Comparing offsite survey data with offsite dose projections.
- Formulating protective action recommendations (PAR's).
- Briefing Recovery Manager on radiological conditions and PARs.
- Tracking the plume.
- Ensuring LEOF habitability.
- Ensuring LEOF HVAC is functioning properly and is in the correct mode of operation.
- Identifying any supplemental resources needed.

C. Field Team Radio Operator

The Field Team Radio Operator reports to the Radiological Assessment Coordinator and is responsible for:

- Ensuring the plant radio is properly used.
- Maintaining communications with the offsite field teams.
- Transmitting and receiving information to and from the offsite field teams.
- Ensuring that information which is transmitted and/or received is correct.
- Providing direction to the offsite field teams.
- Conveying the RAC's instructions to the field teams.
- Providing plume direction information to the field teams(s).
- Assisting in correlation of field measured doses to calculated projected doses.

D. Offsite Field Teams

The Offsite Field Team members are comprised of H.P. (and Chemistry) personnel. These personnel report to the RAC and are responsible for:

- Performing dose rate measurements off the plant site.
- Performing air samples off the plant site.
- Collecting soil samples.
- Changing out TLDs and filters at fixed stations (if applicable).
- Reading and interpreting survey maps.
- Understanding and interpreting points on the Emergency Plan Map (10 mile radius).
- Maintaining communications with the field team radio operator.

E. Dose Assessment Staff

The Dose Assessment Staff reports to the RAC and is responsible for:

- Setting up the Dose Assessment Computer and verifying proper operation.
- Contacting the Radiological Assessment Director in the TSC (as necessary).
- Entering radiological and meteorological information into the computer and running dose projections.
- Providing continuous dose projections.
- Utilizing actual field measurement numbers and comparing to dose projections.

F. HPN Communicator

The Health Physics Network Communicator reports to the Radiological Assessment Coordinator and is responsible for:

- Establishing and maintaining contact with the NRC on the Health Physics Network.
- Transmitting correct and accurate information regarding Dose Projections and Offsite Field Measurements to the NRC.
- Staying updated on radiological conditions in the plant, dose projections and offsite field measurements.

G. Emergency Plan Advisor

The Emergency Plan Advisor reports to the Recovery Manager and is responsible for:

- Advising the Recovery Manager on Emergency Action Levels and Emergency Classifications.
- Advising the Recovery Manager on Protective Action Recommendations.
- Coordinating with the Operations Support Coordinator on Emergency Action Levels.
- Advising the Recovery Manager on any questions regarding the Emergency Plan.

H. Operations Support Coordinator

The Operations Support Coordinator reports to the Recovery Manager and is responsible for:

- Advising the Recovery Manager on unit conditions and methods being implemented to mitigate the incident and progress.
- Coordinating with the Emergency Plan Advisor on present and potential Emergency Action Levels and Protective Action Recommendations.
- Assisting in the development of the Recovery Plan after incident mitigation.
- Coordinating with the Recovery Manager in interfacing with the NRC representative in the LEOF (if applicable).
- Monitoring plant conditions using ERFCS.
- Ensuring the staffing of and providing direction to:
  - TSC Communicator Position
  - CERC Communicator Position
  - State/Local Communicator Position

I. LEOF Services Coordinator

The LEOF Services Coordinator reports to the Recovery Manager and is responsible for:

- Tracking and staffing of LEOF personnel.
- Providing scheduling of relief shifts, as necessary.
- Controlling procurement and ordering supplies.
- Obtaining procedures from library or document control, as necessary.
- Verifying telecopiers operational.
- Coordinating any necessary travel arrangements with CERC Administrative personnel.
- Ensuring food is available for LEOF personnel.
- Ensuring sanitation facilities are available for LEOF personnel.
- Distributing information/instructional packets in the LEOF (if necessary).
- Managing activities performed by the LEOF Administrative Coordinator and Services Staff.

J. LEOF Telecommunications Coordinator

The LEOF Telecommunications Coordinator reports to the Recovery Manager and is responsible for:

- Maintaining the operability of the Communication systems within the ERFs.
- Coordinating the installation of additional communications as necessary.
- Implementing system repairs as necessary.
- Monitoring siren control system status.

K. LEOF Public Information Technical Advisor

The LEOF Public Information Technical Advisor, though located in the LEOF, reports to the Joint Public Information Center Director and is responsible for:

- Ensuring the JPIC Director receives the latest technical information regarding the incident.
- Ensuring that the Recovery Manager reviews and approves (by initialling) potential news releases formulated at the JPIC.

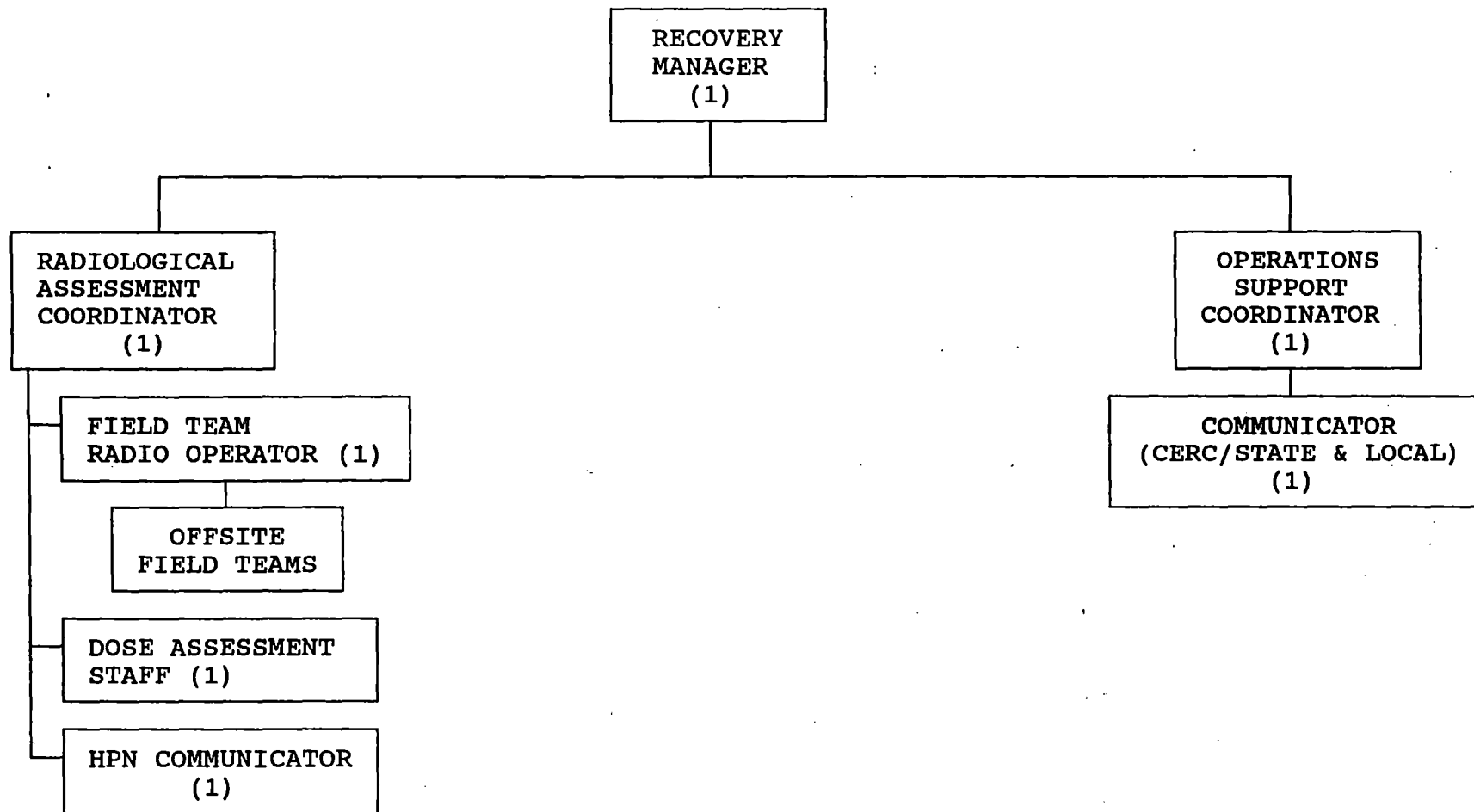
L. LEOF ERFCS Operator

The LEOF ERFCS Operator reports to the Recovery Manager and is responsible for:

- Providing assistance to LEOF personnel regarding use of the ERFCS.
- Coordinating corrective actions should problems with the ERFCS arise.

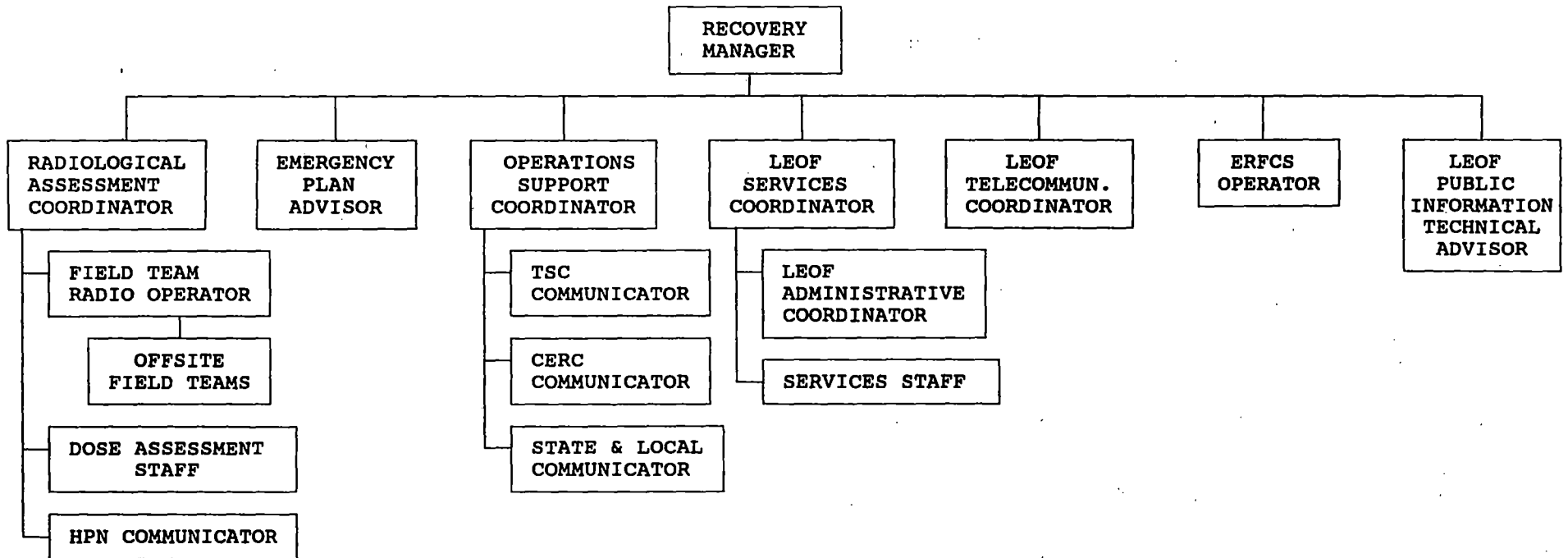


LOCAL EMERGENCY OPERATIONS FACILITY  
Minimum Organization For Activation



- NOTES:
- Numbers in parentheses indicate number of personnel required to activate facility.
  - Minimum Organization: 7 individuals.

**LOCAL EMERGENCY OPERATIONS FACILITY  
Fully Staffed Organization**



### 3.1.3 Joint Public Information Center Functional Descriptions

#### A. Joint Public Information Center Director

The Joint Public Information Center (JPIC) Director assumes overall control for all media functions. The JPIC Director is responsible for:

- Activation of the JPIC and operation of media response activities.
- Ensuring all news releases have been approved by the Corporate Response Manager prior to release.
- Ensuring that all public information representatives from Local, State and Federal agencies have been notified of impending news releases.
- Providing for the prompt distribution of written statements to the news media.
- Providing 24 hour staffing for JPIC, LMC and LEOF public information/media functional positions.
- Providing non-technical information to the news media.
- Identifying those persons authorized to make official company statements about station status during an emergency.
- Ensuring that Media Monitoring and Rumor Control personnel are provided updates and that proper information is being disseminated.

#### B. Public Affairs Emergency Coordinator

The Public Affairs Emergency Coordinator reports to the JPIC Director and is responsible for:

- Maintaining familiarity with positions assigned to the Public Affairs portion of the CERP.
- Ensuring that sufficient equipment and personnel are available to accommodate assigned responsibilities.
- Assuming the role of the Public Affairs CERP Team Leader.
- Coordinating changes to the Public Affairs portion of the CERP with the Nuclear Emergency Preparedness Department.

C. LEOF Public Information Technical Advisor

The LEOF Public Information Technical Advisor reports to the JPIC Director and is responsible for:

- Reporting directly to the appropriate LEOF.
- Providing technical information about the emergency to the JPIC.
- Functioning as liaison between the LEOF and JPIC with regard to accuracy/approval of news releases.
- Ensuring that Federal, State and local personnel in the LEOF understand technical aspects of information (news releases) being transmitted to the JPIC if deemed necessary.

D. Public Information Director

The Public Information Director reports to the JPIC Director and is responsible for:

- Coordinating response activities of media response personnel.
- Ensuring emergency telephone banks in the JPIC and the Public Information Room are activated.
- Maintaining a log of calls and inquiries.
- Supervising Public Information Specialists in distributing information to the media or public via the Public Information Room phone banks.
- Ensuring that statements released via telephone have been properly approved and are consistent with statements of the Chief Technical Spokesperson.
- Ensuring that the Investor Information Director and Government Information Director receive news releases.
- Ensuring that Media Monitoring Specialists and Instant News Coordinators receive the latest news releases.

E. Instant News Coordinator

The Instant News Coordinator reports to the Public Information Director and is responsible for providing periodic news bulletins to company employees.

F. Media Monitoring Specialist

The Media Monitoring Specialist reports to the Public Information Director and is responsible for:

- Monitoring news reports concerning incident.
- Reporting any inconsistencies between news reports and news releases to the Public Information Director.
- Ensuring familiarization with official company news releases.

G. Government Information Director

The Government Information Director reports to the Public Information Director and is responsible for providing up to date information to appropriate Federal, State and local government officials.

H. Investor Information Director

The Investor Information Director reports to the Public Information Director and is responsible for:

- Providing current information to company shareholders and members of the financial community.
- Preparing and distributing information releases to the financial news wires.

I. Public Information Room Technical Advisor

The Public Information Room Technical Advisor reports to the Public Information Director and is responsible for:

- Reporting directly to the Public Information Room.
- Providing technical information about the emergency event to the media.
- Answering technical questions, unrelated to the incident, that are generated by the media.

J. Public Information Specialists

Public Information Specialists report to the Public Information Director and are responsible for:

- Staffing the Public Information Room telephone bank.
- Ensuring that statements released via telephone are approved and are consistent with the news releases issued by the Chief Technical Spokesperson.

K. JPIC Call Out Coordinators

The JPIC Call Out Coordinators report to the Public Information Director and are responsible for:

- Notifying Public Affairs CERO personnel that an emergency has occurred and that CERO activation is required.
- Following completion of the above duties, the JPIC Call Out Coordinators report to the JPIC Director for additional assignments.

L. Headquarters Telephone Operator

The Headquarters Telephone Operator reports to the Public Information Director and is responsible for:

- Reporting to the main switchboard at corporate headquarters.
- Referring calls regarding the emergency to the special public information number for the media and public.

M. Innsbrook News Team

The Innsbrook News Team reports to the JPIC Director and is responsible for:

- Preparation of News Releases.
- Ensuring news releases are distributed to the Public Information Director and to media, regulatory (e.g., NRC) and government (e.g., Virginia DES EOC and State PIO) representatives.
- Acting as liaison between the CERC, JPIC and LEOF to keep JPIC personnel informed of ongoing events.
- Assisting the media.

N. JPIC Clerk

The JPIC Clerk reports to the Innsbrook News Team and is responsible for:

- Assisting in the distribution of news releases.
- Providing secretarial, clerical or other assistance which may be required.
- Provide additional support to the Innsbrook News Team and/or the Public Information Director.
- Ensuring that adequate secretarial supplies are available at the JPIC.

O. JPIC Technical Advisor

The JPIC Technical Advisor reports to the JPIC Director and is responsible for providing technical information and interpretation to JPIC personnel.

P. Videodisk Information Management System (VIMS) Operator

The VIMS Operator reports to the JPIC Director and operates the Videodisk Information Management System. This system serves as a visual aid for the Chief Technical Spokesman when responding to media inquiries.

Q. Local Media Center (LMC) Director

The LMC Director reports to the JPIC Director and is responsible for:

- Directing activation of the Local Media Center.
- Distributing news releases to the media.
- Responding to non-technical media inquiries.
- Controlling evacuation of the LMC if required.

R. Local Media Center (LMC) Coordinator

The LMC Coordinator reports to the LMC Director and is responsible for:

- Activating the LMC.
- Connecting telephones.
- Establishing telecopier contact with various Public Affairs work areas.

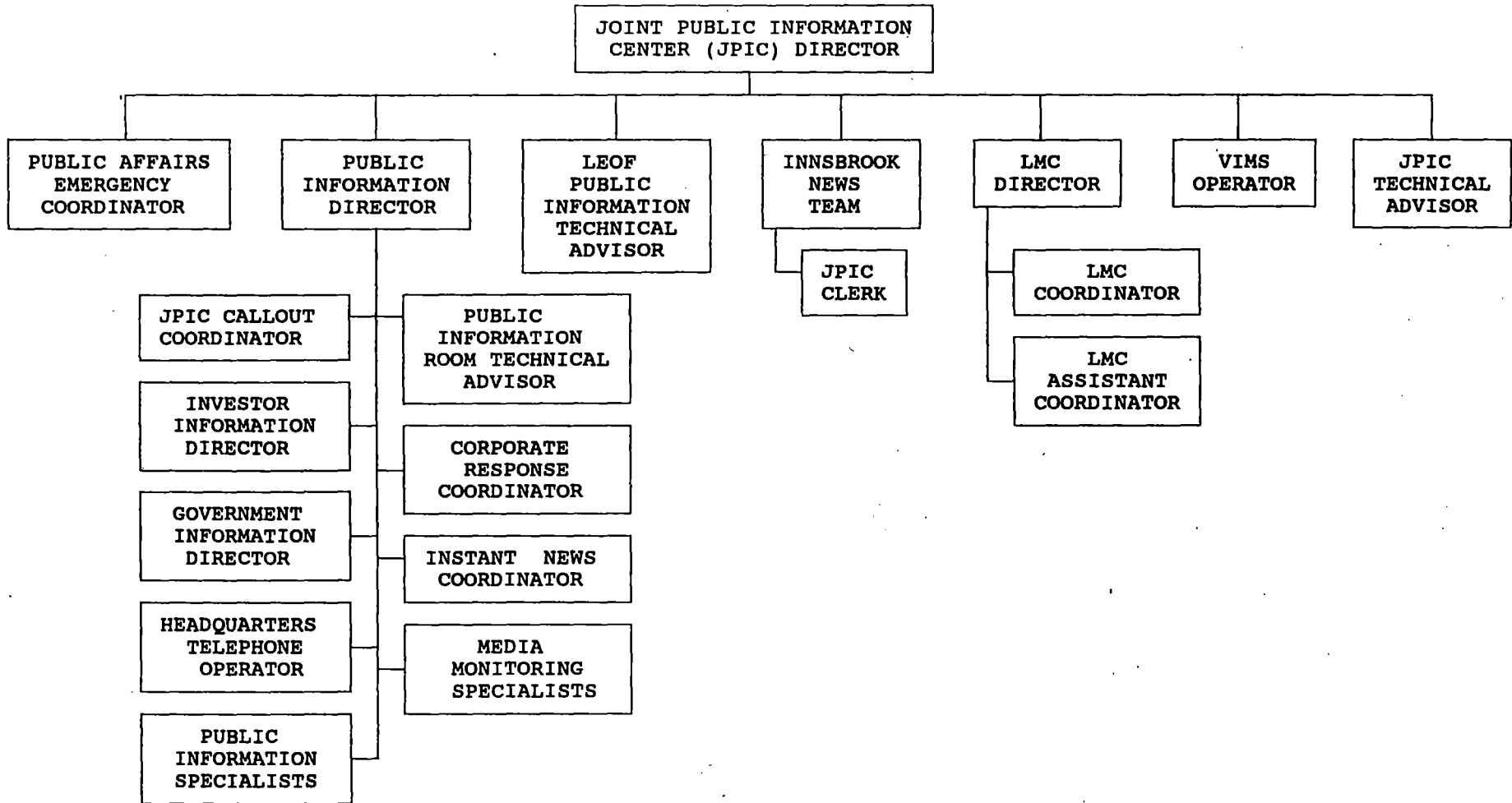
S. Local Media Center (LMC) Assistant Coordinator

The LMC Assistant Coordinator reports to the LMC Coordinator and is responsible for:

- Assisting in secretarial, clerical and other duties.
- Recording names and affiliations of media personnel who use the LMC.



**JOINT PUBLIC INFORMATION CENTER (JPIC) ORGANIZATION**



VIRGINIA POWER  
CORPORATE EMERGENCY RESPONSE PLAN

SECTION 4

EMERGENCY CONDITIONS

<u>Part</u>	<u>Subject</u>	<u>Page</u>
4.0	Emergency Conditions	4 - 2
4.1	Classification System	4 - 2
4.2	State and Local Government Classification System	4 - 4

4.0 Emergency Conditions

The following guidelines describe the criteria used by station personnel in classifying or determining the type of emergency. The types of potential accidents or emergencies can be numerous and vary in magnitude. The classification system is wide-ranged and flexible to respond to this diversity. There are a total of four classifications.

The classification system is not intended to include permissible deviations during normal operation.

4.1 Classification System

4.1.1 NOTIFICATION OF UNUSUAL EVENT

This is the first or lowest classification of an emergency. Generally there have been little or no damage to station equipment and station status remains stable and under control. Corrective and assessment actions are required. Local and State agency notification occurs to assure that the first step in any response has been carried out. Notification also provides information to public officials and assists in ensuring that offsite communications are effective.

4.1.2 ALERT

Events are in progress or have occurred which involve an actual or potential substantial degradation of the level of safety of the

station. The Alert classification assures that emergency response personnel are available if the situation deteriorates or if confirmatory radiation monitoring is required. Information concerning current station conditions is provided to public officials to assist in ensuring that offsite communications are operational.

4.1.3 SITE AREA EMERGENCY

Station events are in progress or have occurred which involve actual or anticipated major failures of station functions necessary for public protection. The Site Area Emergency classification assures that response centers are manned and information for those personnel required for nearsite evacuation assistance is available. Current station conditions are provided to public officials with consultation occurring promptly. The communications system and offsite agency response capabilities are activated.

4.1.4 GENERAL EMERGENCY

Events are in progress or have occurred which involve actual or imminent core degradation or melting with potential for loss of containment integrity. The General Emergency warning initiates predetermined protective actions for

the public and provides continuous assessment of information with appropriate radiation monitoring. Current information is provided to officials with appropriate notification to the news media.

4.2 State and Local Government Classification System

The Commonwealth of Virginia Radiological Emergency Response Plan (COVRERP) defines two levels of projected radiological doses resulting from the release of radioactive materials from a fixed nuclear facility. Associated with these response levels are the pathways for communication and evacuation, if deemed necessary, in the 22½° primary downwind sector and the two adjacent boundary sectors within 10 miles of the station. Provisions are in COVRERP for dose assessments within 50 miles of the station for the ingestion of radioactive material via the food pathway.

COVRERP's protective actions are based on guidelines appearing in Table 2-1 of EPA-400-R-92-001, Manual Of Protective Action Guides And Protective Actions For Nuclear Incidents, for projected doses to the population-at-risk.

VIRGINIA POWER  
CORPORATE EMERGENCY RESPONSE PLAN

SECTION 5

ORGANIZATIONAL CONTROLS

<u>Part</u>	<u>Subject</u>	<u>Page</u>
5.0	Corporate Emergency Response Structure	5 - 2
5.1	Augmentation of Station Organization	5 - 2
5.2	Coordination with Participating Government Agencies	5 - 3

5.0 Corporate Emergency Response Structure

The Corporate Emergency Response Organization, under direction of the Corporate Response Manager, is described in Section 3 of the CERP. Upon declaration of an Alert, Site Area Emergency or General Emergency at either Surry or North Anna Power Stations, the CERP is activated. In response, the Recovery Manager reports to the Local Emergency Operations Facility and acts as the liaison between the Station Emergency Manager, Corporate Response Manager, and Federal, State, and local agencies.

The Joint Public Information Center is also activated upon an "Alert" or higher classification, and operates under the direction of the Joint Public Information Center Director.

Other members in the CERP will assist the Corporate Response Manager in responding to the emergency and recovery in their respective areas. Members of each support area have procedures to assemble and provide direction to their staff.

5.1 Augmentation of Station Organization

The Station Emergency Manager has the authority to request additional support at the Station, Technical Support Center or Operational Support Center. His requirements will be coordinated through the Recovery Manager and his staff.

5.2 Coordination With Participating Government Agencies

Corporate Emergency Response Center personnel coordinate support activities with Federal and State agencies responding to the emergency and/or recovery. The Corporate Response Manager may also assemble NRC, State, vendor, and/or consultant support at the CERC. He may seek assistance from other nuclear utilities, if needed. If requested by the State Emergency Operations Center, a Company technical representative will be dispatched to provide technical interpretation or clarification of data transmitted to that office. (This individual's responsibilities do not include making statements to the media).



VIRGINIA POWER  
CORPORATE EMERGENCY RESPONSE PLAN  
SECTION 6  
EMERGENCY RESPONSE FACILITIES

<u>Part</u>	<u>Subject</u>	<u>Page</u>
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6.1	Control Room	6 - 2
6.2	Technical Support Center	6 - 2
6.3	Operational Support Center	6 - 3
6.4	Local Emergency Operations Facility	6 - 3
6.5	Corporate Emergency Response Center	6 - 3
6.6	Central Emergency Operations Facility	6 - 4
6.7	Joint Public Information Center	6 - 4
6.8	Local Media Center	6 - 4
6.9	CEOF Activation	6 - 5

6.0 Emergency Response Facilities (ERFs)

Special emergency facilities are staffed upon declaration of an Alert, Site Area Emergency, or General Emergency classification. They include the CR, TSC, OSC and LEOF, CERC, JPIC, AND LMC. The inter-relationship between the various Emergency Response Facilities (ERF) is outlined in this section of the Plan. These facilities are designed to be a cohesive structure, each providing a role in the emergency.

6.1 Control Room (CR)

This is the main control center at the station and any emergency situation is immediately dealt with in the Control Room (classification, assessment, etc.)

6.2 Technical Support Center (TSC)

The TSC is staffed at an Alert or greater emergency classification to assist the CR Staff and to be the focal point of the onsite emergency organization. The Technical Support Center is in direct contact with the LEOF and CR. It serves to support in-station functions and has the necessary instrumentation and documents to permit emergency response personnel to make recommendations and advise the Station Emergency Manager.

6.3 Operational Support Center (OSC)

This is an onsite ERF that is a staging area for emergency response personnel and is a resource for use by the TSC management.

6.4 Local Emergency Operation Facility (LEOF)

The North Anna LEOF Building and the Surry LEOF Building serve as the LEOF and Recovery Center. The Recovery Manager and the LEOF staff will coordinate with Federal and State and local officials at this center. Field data will be gathered for analysis and provided to the LEOF. The State Mobile Lab may also support this facility. This data will be evaluated to provide protective action recommendations to the State and locals. In addition, the LEOF will provide periodic updates of emergency information to the State and local government officials. Upon event termination, the Recovery Manager and Staff will develop a recovery plan to deal with the post emergency situation.

6.5 Corporate Emergency Response Center (CERC)

This support facility is located on the ground floor of the Innsbrook Technical Center. The function of the CERC is to serve as the focal point of the inter-company effort to support the affected station, to manage the recovery operations, and to disseminate all information concerning the emergency.

6.6 Central Emergency Operations Facility (CEOF)

The Central Emergency Operations Facility (CEOF) is located adjacent to the Corporate Emergency Response Center (CERC) on the ground floor of the Innsbrook Technical Center. If the Local Emergency Operations Facility (LEOF) is not operational or has to be evacuated, the CEOF will be activated using a transitional staff comprised of corporate emergency response personnel. Personnel normally assigned to the LEOF will then relocate to the CEOF to augment the transitional staff.

6.7 Joint Public Information Center (JPIC)

The Joint Public Information Center (JPIC) is located on the ground floor of the Innsbrook Technical Center. It is a branch of the CERC. Official company statements to the media will be made from this facility, by the Chief Technical Spokesman.

6.8 Local Media Center (LMC)

A Local Media Center will be activated at the Station Nuclear Information Center. Members of the media can be briefed at this facility by Federal, State and/or Virginia Power representatives via an audio-conferencing network established from the JPIC.

6.9

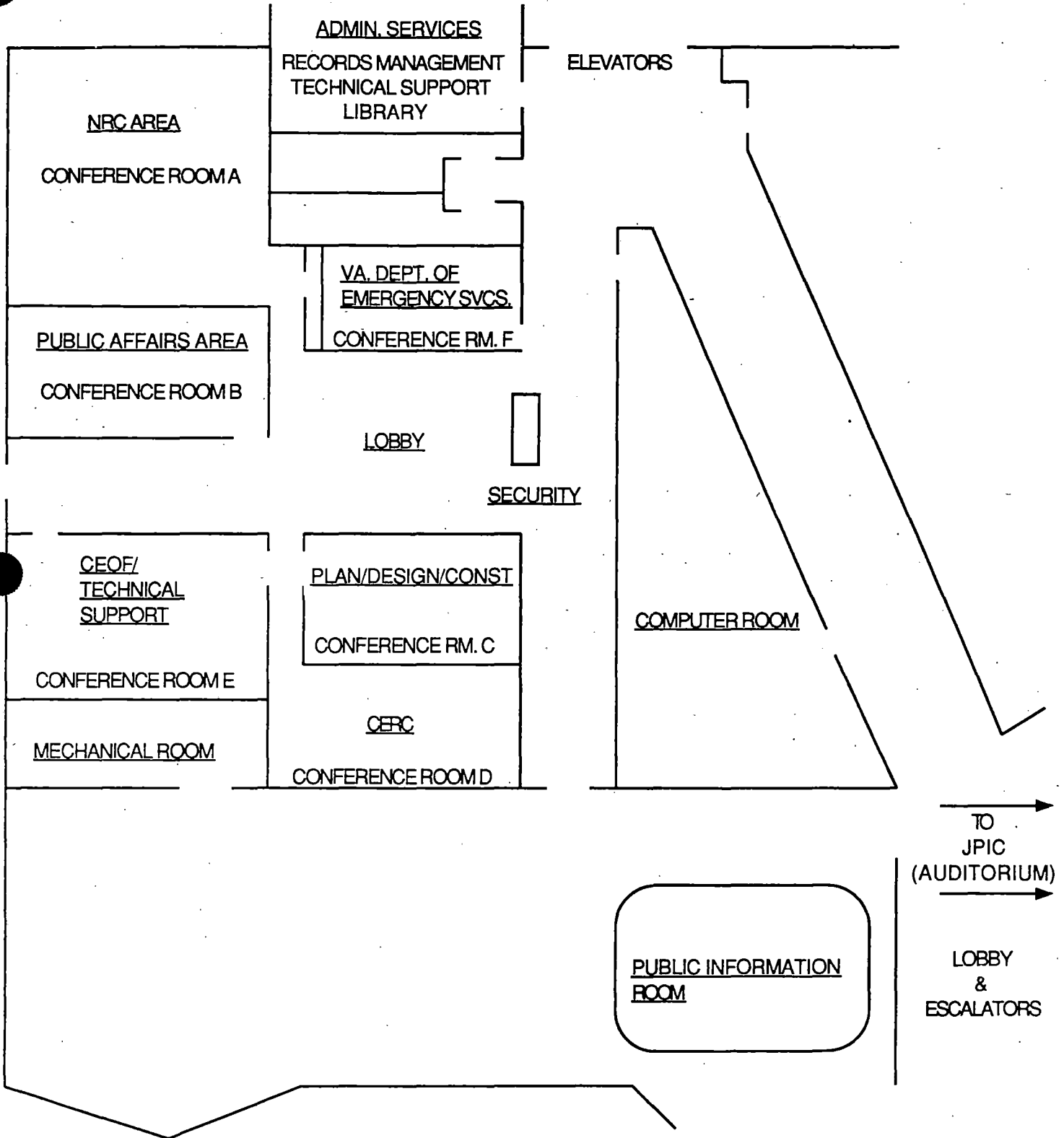
CEOF Activation

CEOF staffing is achieved using a transitional organization (composed of corporate emergency response personnel) that is augmented upon arrival/relocation of personnel from the station LEOF.

The process for staffing and activating the CEOF is specifically outlined in Corporate Plan Implementing Procedures (CPIPs) designed to provide for re-assignment of LEOF functions, including:

- Protective Action Recommendations
- State/Local Notifications
- Health Physics Functions:
  - Dose Assessment
  - Offsite Monitoring Teams
  - HPN Communications

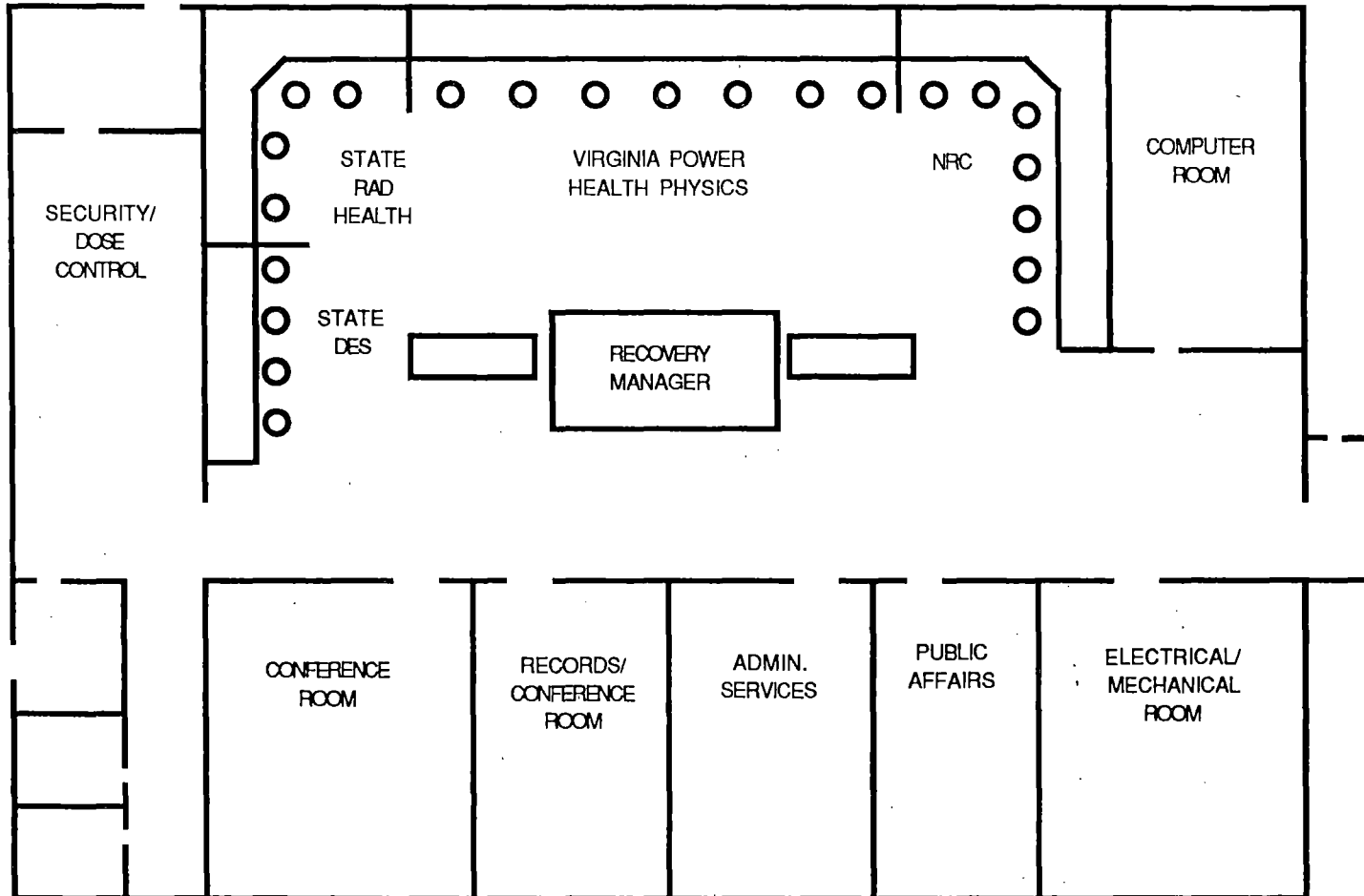
**CORPORATE EMERGENCY RESPONSE CENTER**  
**INNSBROOK TECHNICAL CENTER, GROUND FLOOR - SOUTHWEST**



**NOTE:** The Joint Public Information Center (JPIC) is located in the Auditorium, Innsbrook Technical Center, Ground Floor.

NORTH ANNA POWER STATION  
LOCAL EMERGENCY OPERATIONS FACILITY

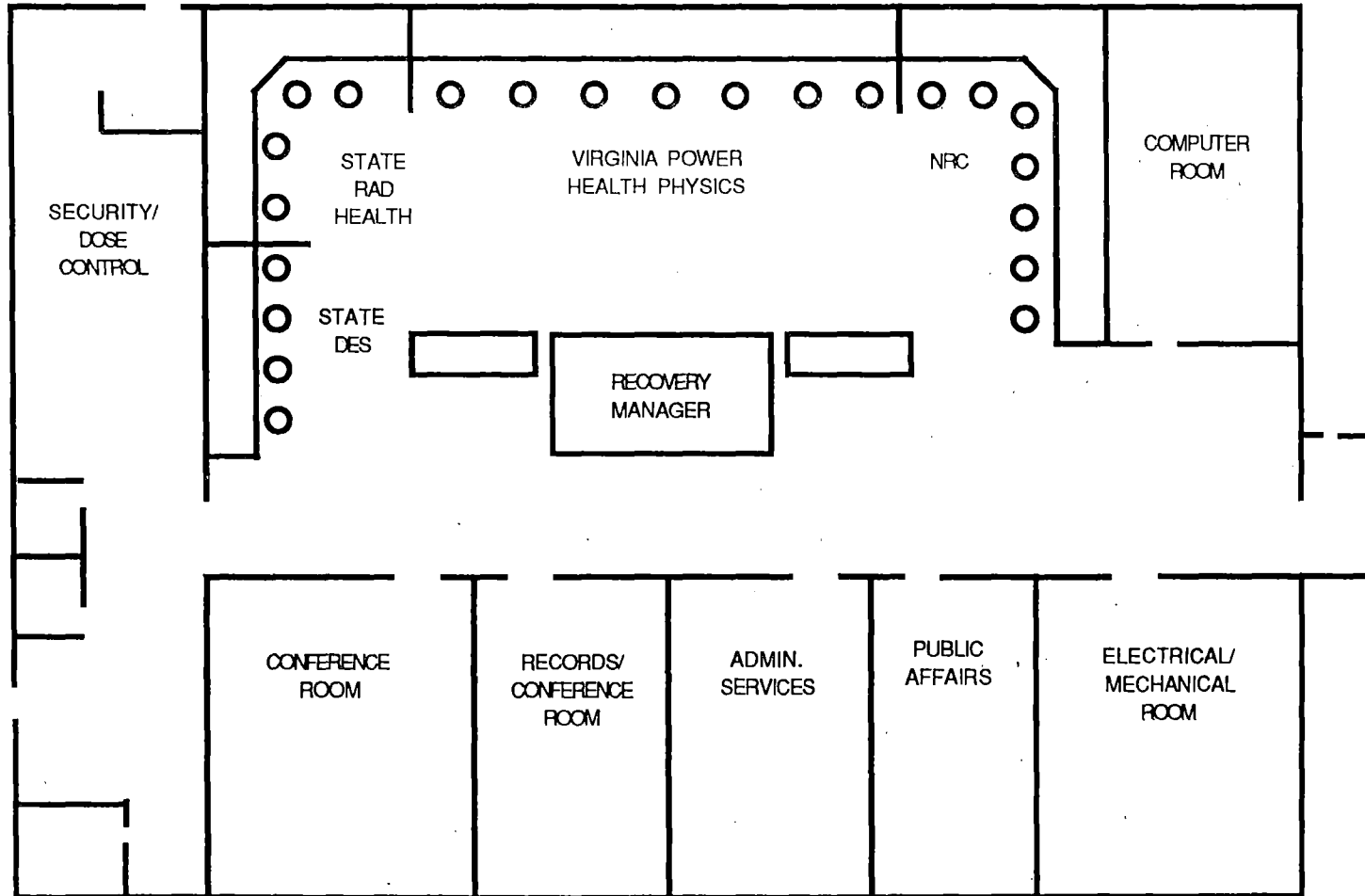
CERP  
Page 6 - 7  
Revision 4



ADMIN. SERVICES AREA  
IS THE STORAGE LOCATION  
FOR RECORDS, PROCEDURES  
EMERGENCY PLANS, ETC.

# SURRY POWER STATION LOCAL EMERGENCY OPERATIONS FACILITY

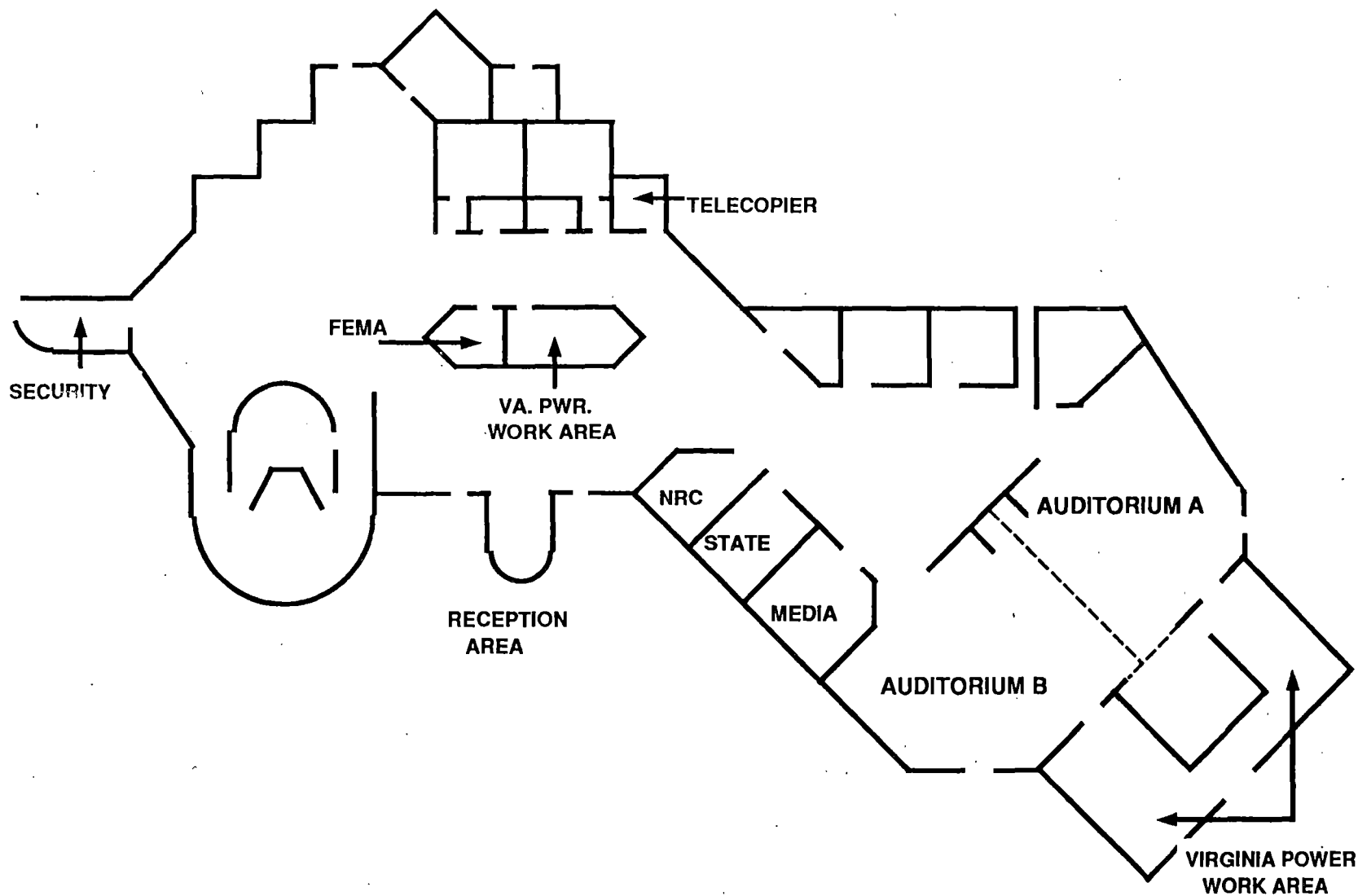
CERP  
Page 6 - 8  
Revision 4



ADMIN. SERVICES AREA  
IS THE STORAGE LOCATION  
FOR RECORDS, PROCEDURES  
EMERGENCY PLANS, ETC.

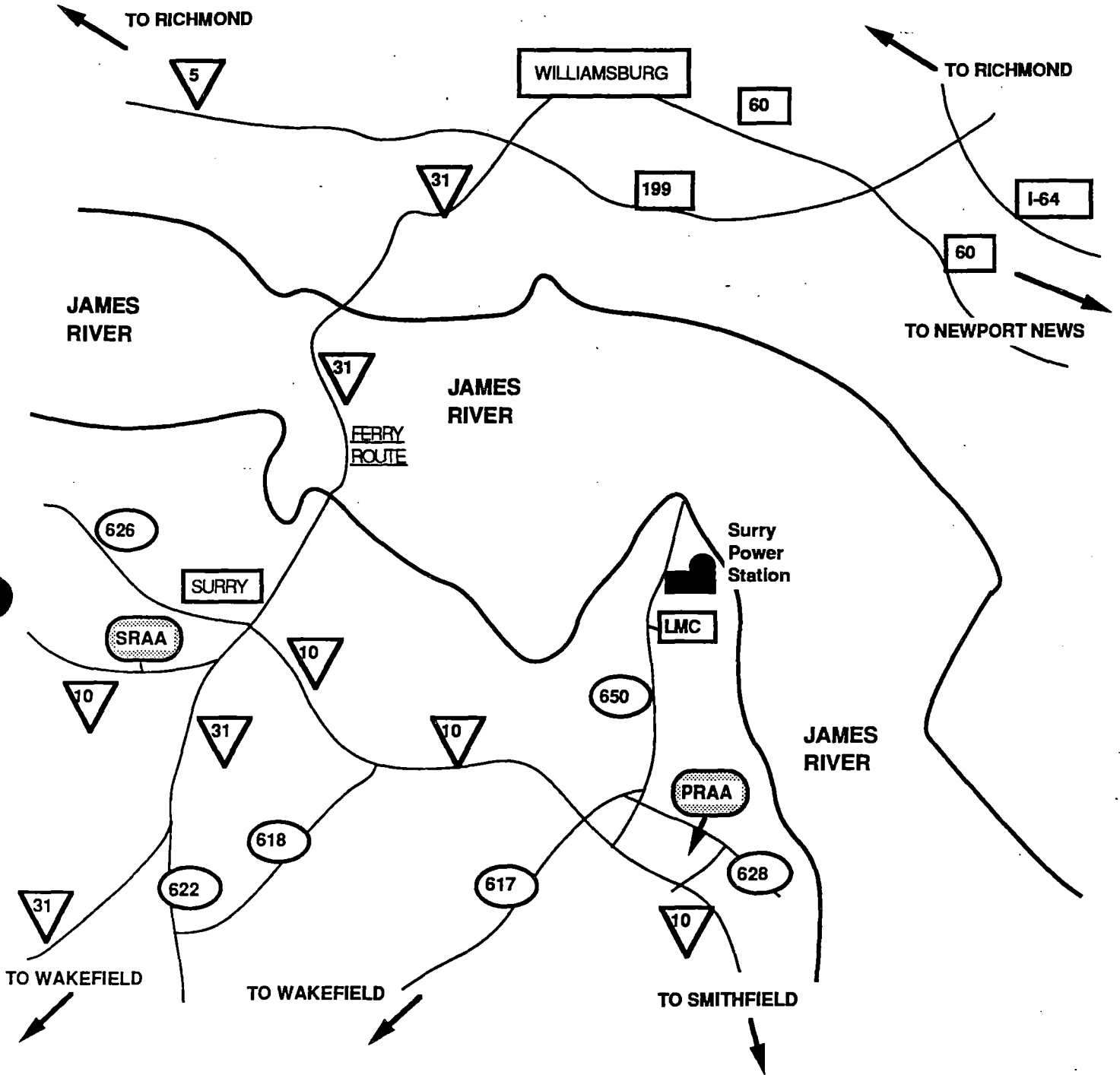


# LOCAL MEDIA CENTER NORTH ANNA AND SURRY POWER STATIONS



(NUCLEAR INFORMATION CENTER)

# MAP TO SURRY POWER STATION



LEGEND:

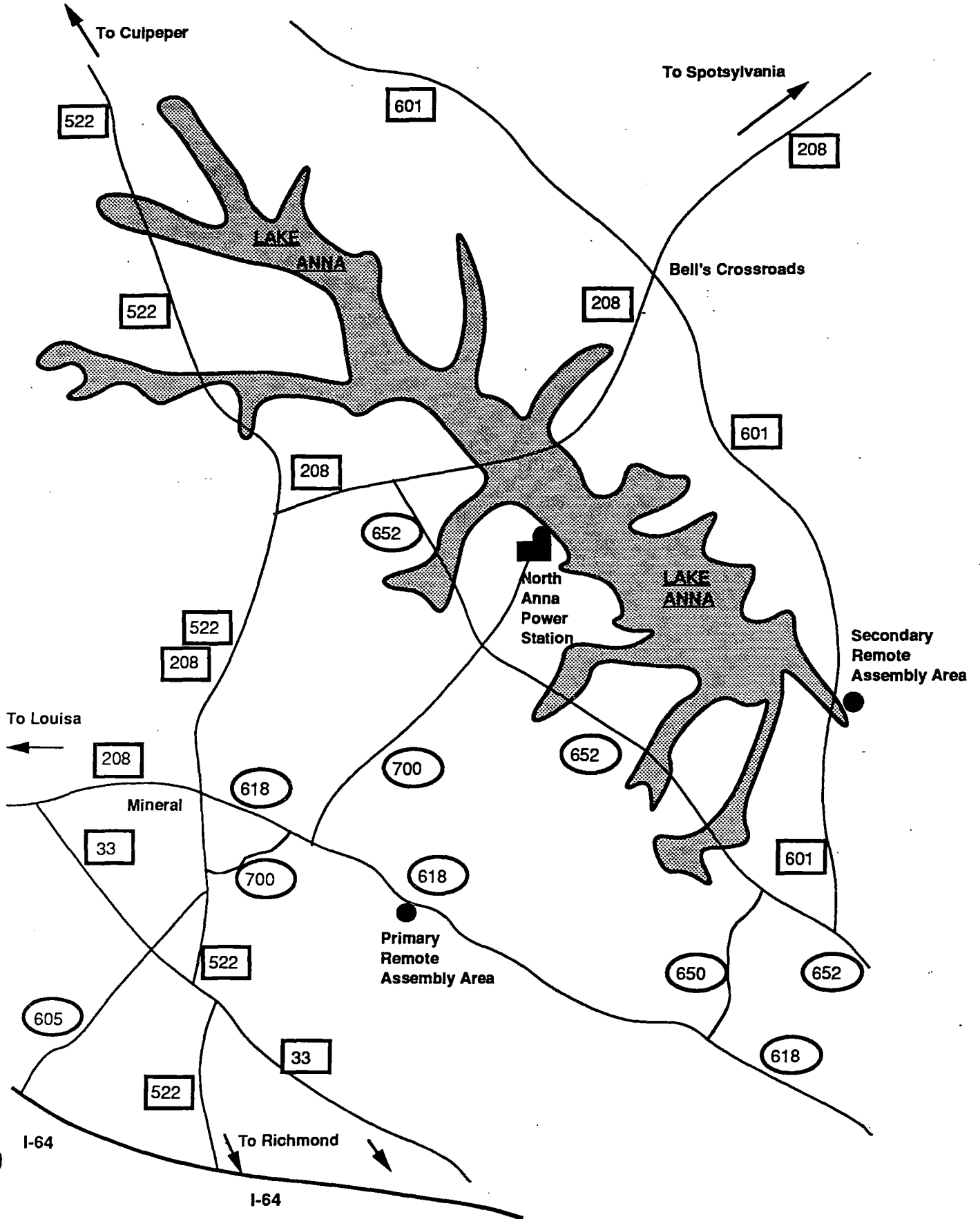
**PRAA**  
PRIMARY  
REMOTE ASSEMBLY  
AREA

**SRAA**  
SECONDARY  
REMOTE ASSEMBLY  
AREA  
(COMMUNITY CENTER)

**LMC**  
LOCAL MEDIA  
CENTER

### MAP TO NORTH ANNA POWER STATION

NOTE: THE LOCAL MEDIA CENTER IS LOCATED AT THE ENTRANCE TO NORTH ANNA POWER STATION ON ROUTE 700



VIRGINIA POWER  
CORPORATE EMERGENCY RESPONSE PLAN

SECTION 7

RECOVERY

<u>Part</u>	<u>Subject</u>	<u>Page</u>
7.0	Recovery	7 - 2
7.1	Recovery Plan	7 - 2
7.2	Recovery Organization	7 - 3

7.0

Recovery

A recovery plan is formulated upon event termination, and a recovery organization is established to accommodate the specific objectives outlined in the plan. The Recovery Manager, who is responsible for implementation and administration of the recovery plan and organization, may direct recovery operations from the Local Emergency Operations Facility, or relocate to another facility better suited to manage the recovery effort.

7.1

Recovery Plan

The recovery plan is designed to expedite station damage assessment, accommodate requests for assistance in offsite recovery activities by State and local agencies (as resources allow), and initiate efforts to return the station to an operational status.

Normal practices will be followed to the furthest extent possible with regard to maintenance, repair, modification, decontamination, and radiation exposure control activities. Recovery plan objectives and associated schedules will be periodically evaluated and modified, if necessary, to accommodate changing circumstances. Provisions to review, prioritize, coordinate and proceduralize recovery activities (e.g., repair, maintenance, modification, and decontamination) will also be addressed.

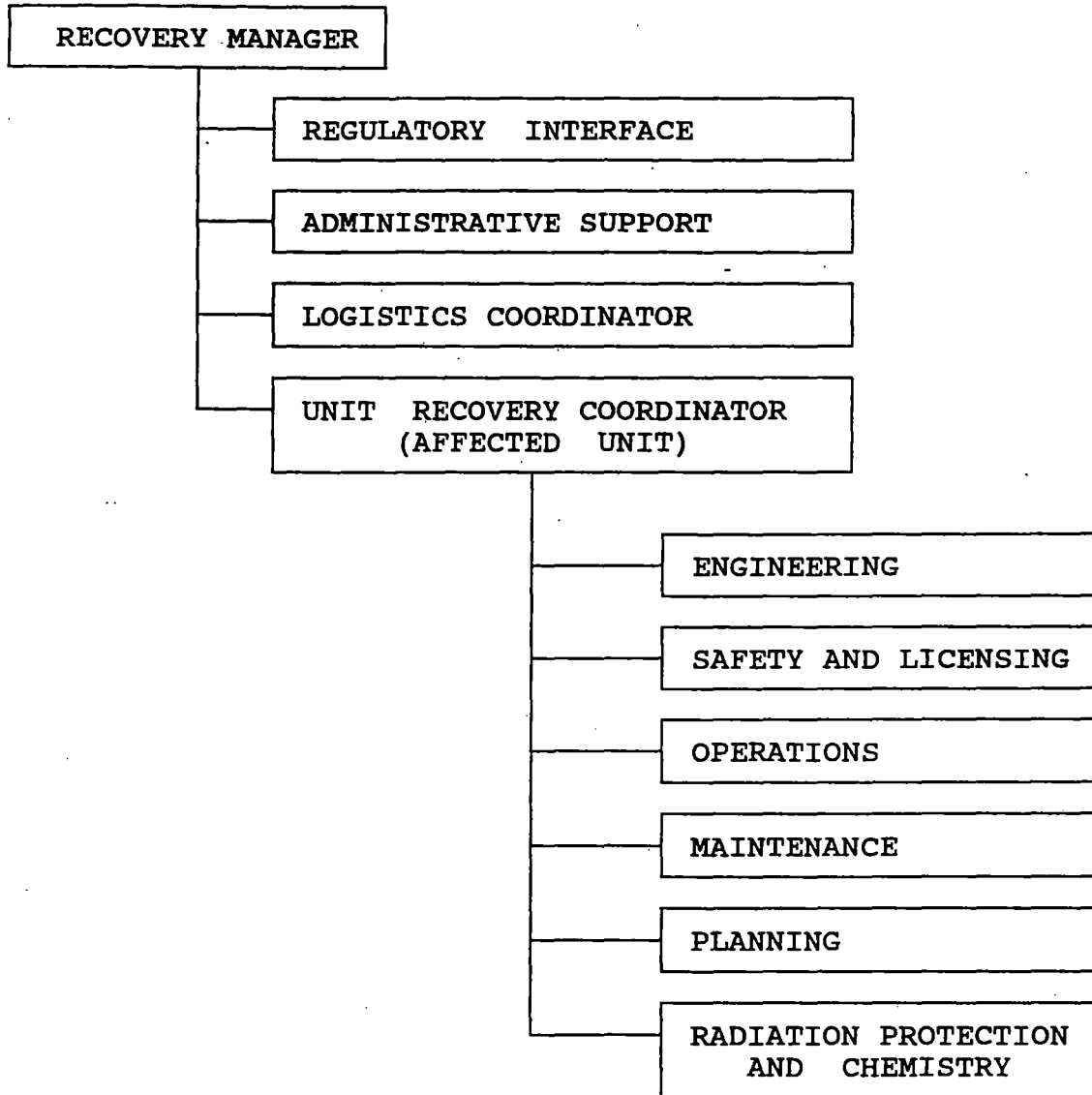
Specific instructions related to development of recovery plans and procedures are maintained in an Emergency Plan Implementing Procedure (EPIP) designed for this purpose.

## 7.2 Recovery Organization

Figure 7.1, Example Recovery Organization, is representative of a typical organization that may be designated by the Recovery Manager. Responsibilities of the recovery organization include defining recovery objectives, developing a plan to accomplish these objectives, establishing controls and anticipating potential complications, monitoring the recovery effort and adjusting the plan accordingly, and evaluating accomplishments against the designated objectives.

Under the direction of the Recovery Manager, the recovery organization addresses planning and coordination of the recovery effort (in cooperation with governmental officials, when required). Federal and State agencies may augment the recovery organization and participate in establishing recovery objectives.

**FIGURE 7.1**  
**EXAMPLE RECOVERY ORGANIZATION**



VIRGINIA POWER  
CORPORATE EMERGENCY RESPONSE PLAN

SECTION 8  
MAINTAINING EMERGENCY PREPAREDNESS

<u>Part</u>	<u>Subject</u>	<u>Page</u>
8.0	Maintaining Emergency Preparedness	8 - 2
8.1	Dissemination of Public Information	8 - 2
8.2	Organizational Preparedness	8 - 3



## 8.0 Maintaining Emergency Preparedness

The Vice President - Nuclear Services has the overall responsibility for radiological emergency response planning and program maintenance. The Vice President - Nuclear Services has delegated the responsibility for maintaining corporate emergency preparedness to the Director - Nuclear Emergency Preparedness.

The Corporate Emergency Response Plan (CERP) and the Corporate Plan Implementing Procedures (CPIPs) are reviewed annually, and results of this review are evaluated by the Director - Nuclear Emergency Preparedness. Proposed revisions to the CERP and/or CPIPs are submitted to the Director - Nuclear Emergency Preparedness for review and implementation. Revisions, when implemented, are distributed in accordance with a "Controlled Distribution" list in order to maintain copies up-to-date.

## 8.1 Dissemination of Public Information

The Company will disseminate emergency preparedness information to the public within a ten-mile radius of North Anna and Surry Power Stations. The information, distributed on an annual basis, will include:

- Information regarding how the public will be notified as well as expected actions during an emergency;
- Educational information on radiation;
- Contact for additional information;
- Protective measures;
- Needs of the handicapped.

The Company will coordinate efforts with State and local authorities to ensure the public (permanent, transient and handicapped residents) is informed by publications which may include telephone books, calendars, newspaper advertisements, postings and public information brochures.

The Company will conduct programs on an annual basis to inform and acquaint the media with the emergency plans, the effects of radiation and the points of contact for release of public information in an emergency.

## 8.2 Organizational Preparedness

### 8.2.1 Training Requirements

Annual training for Corporate Emergency Response Organization members regarding implementation of the CERP and functional responsibilities is conducted.

### 8.2.2 Program Maintenance

The Director - Nuclear Emergency Preparedness is responsible for administration of the Nuclear Emergency Preparedness program, which includes the following activities:

#### Corporate/Station Liaison

- Development and coordination of activities, as outlined in the CERP, which establish the supporting mechanism for corporate and station emergency

preparedness.

- Providing guidance and assistance to corporate and station management and staff on matters relating to emergency preparedness.
- Providing assistance in conducting annual emergency exercises.

#### Regulatory Adherence and Outside Agency Interface

- Ensuring that the emergency preparedness program meets current regulatory requirements and that Company efforts to meet these requirements are compatible with planning bases established by federal, state and local government organizations.
- Maintaining liaison with federal, state, and local government agencies, (NRC, FEMA, DES and local county and city jurisdictions) concerning matters which mutually relate to emergency planning and preparedness for nuclear power stations.
- Reviewing and negotiating letters of agreement between Virginia Power and supporting government agencies and volunteer organizations on a biennial frequency.

#### Nuclear Emergency Preparedness Staff Administration

- Development and maintenance of the CERP to ensure that provisions for corporate support during a nuclear power station emergency are kept up-to-date.

- Planning, coordinating and conducting emergency exercises, and ensuring that the exercise program conforms to standards as prescribed by the NRC.
- Serving as liaison to other corporate departments which provide support for emergency response functions.
- Developing and maintaining procedures for alerting, notifying and activating corporate emergency response personnel.
- Reviewing proposed station emergency plan and implementing procedure revisions for consistency, regulatory adherence and CERP interface prior to implementation.

#### Communications

- Establishing and maintaining reliable primary and back-up means of communications for licensee, state and local response organizations.
- Evaluating operability of emergency communication systems.

#### Public Information and Education

- Coordinating the development and review of publications which provide information to the public in the EPZ as prescribed by NUREG-0654.
- Establishing means for the dissemination of public information by use of periodic mailings, specific

news releases, and/or telephone directory advertisements.

Early Warning System

- Ensuring operability of Early Warning System (EWS).

Training Interface

- Identifying training needs which support emergency preparedness.
- Providing advice to the Nuclear Training Department to ensure that emergency response training meets the requirements of NUREG-0654.

8.2.3 Equipment and Supplies

Inventory, inspection and operability checks of emergency equipment/instruments in the CERC and JPIC is required once each calendar quarter and after each use. These checks are performed in accordance with VCAP-2601 and supporting department level procedures.

8.2.4 Requesting Additions/Changes to CERP

Telecommunications Facilities at Innsbrook,  
North Anna and Surry Power Stations

The Director-Nuclear Emergency Preparedness is the designated person responsible for submitting written requests to the Telecommunications Department for additions/changes to the CERP facilities at Innsbrook.

VIRGINIA POWER  
CORPORATE EMERGENCY RESPONSE PLAN

SECTION 9

GENERAL TRAINING

<u>Part</u>	<u>Subject</u>	<u>Page</u>
9.0	Maintaining Emergency Preparedness Policy Statement	9 - 2
9.1	Training Program Guide	9 - 2

## 9.0 MAINTAINING EMERGENCY PREPAREDNESS POLICY STATEMENT

It is Virginia Power's policy to vigorously support an emergency preparedness program for our nuclear power stations. This goal is achieved, in part, through the selection, retention and training of qualified individuals to staff emergency response positions. Personnel assignments and training are made in accordance with VPAP-2603, Emergency Response Organization.

The training program is designed to achieve the following purposes:

- To ensure that only qualified individuals are selected to participate as members of the Corporate Emergency Response Organization (CERO);
- To maintain a disciplined and experienced emergency response staff organization, thereby ensuring that members retain their qualifications;
- To educate CERO members through training and exercises.

### 9.1 TRAINING PROGRAM GUIDE

Training for CERO personnel is provided in accordance with the Nuclear Training Program Guide for Emergency Preparedness Training.

#### 9.1.1 Newly Assigned Personnel Training

The Nuclear Training Department is responsible for ensuring the training of new personnel. Training should occur by the next available

training date after assignment. Training courses are scheduled periodically during the calendar year and new members should be scheduled to attend.

9.1.2 Training Records

Records of training will be maintained by the Nuclear Training Department. Training records are subject to examination by the Company Quality Assurance department, and the NRC.

9.1.3 Additions/Changes to the CERO

Additions/changes to the CERO shall be made in accordance with VPAP-2603, Emergency Response Organization.



VIRGINIA ELECTRIC AND POWER COMPANY  
RICHMOND, VIRGINIA 23261

April 23, 1996

U.S. Nuclear Regulatory Commission  
Attention: Document Control Desk  
Washington, D.C. 20555

Serial No. 96-169  
NEP/SAH  
Docket Nos. 50-280  
50-281  
50-338  
50-339  
License Nos. DPR-32  
DPR-37  
NPF-4  
NPF-7

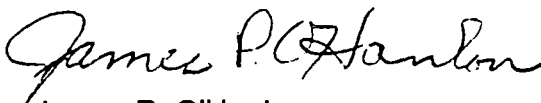
Gentlemen:

**VIRGINIA ELECTRIC AND POWER COMPANY**  
**SURRY POWER STATION UNITS 1 AND 2**  
**NORTH ANNA POWER STATION UNITS 1 AND 2**  
**REVISIONS TO CORPORATE EMERGENCY RESPONSE PLAN**  
**REVISIONS TO CORPORATE PLAN IMPLEMENTING PROCEDURES**

Pursuant to 10 CFR 50.54(q), enclosed are revisions to the Corporate Emergency Response Plan manual. These revisions update previous submittals of the Corporate Emergency Response Plan and selected Corporate Plan Implementing Procedures. This revision does not decrease the effectiveness of our Emergency Plan and the plan, as revised, continues to meet the standards of 10 CFR 50.47(b). Please update your manual by performing the actions described in the enclosed tabulation of changes.

Your attention is also directed to the cover page of each enclosed document. These pages provide a revision summary for the Corporate Emergency Response Plan and Corporate Plan Implementing Procedures, respectively, and are intended to facilitate your review of the enclosed material.

Very truly yours,



James P. O'Hanlon  
Senior Vice President - Nuclear

Enclosures

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PDR ADOCK 05000280  
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cc: U.S. Nuclear Regulatory Commission (4 copies)  
101 Marietta Street, N.W.  
Atlanta, GA 30323

Mr. R. D. McWhorter  
NRC Senior Resident Inspector  
North Anna Power Station

Mr. M. W. Branch  
NRC Senior Resident Inspector  
Surry Power Station

**VIRGINIA ELECTRIC AND POWER COMPANY  
REVISIONS TO CORPORATE EMERGENCY RESPONSE PLAN AND  
CORPORATE PLAN IMPLEMENTING PROCEDURES**

Enclosed are recent revisions to the Corporate Emergency Response Plan (CERP) and Corporate Plan Implementing Procedures (CPIPs). Please take the following actions in order to keep your manual updated with the most recent revisions.

REMOVE DOCUMENT	TITLE	REV.	DATE		INSERT DOCUMENT	REV.	DATE
CERP	CORPORATE EMERGENCY RESPONSE PLAN	4	5/1/95		CERP	5	4/1/96
CPIP-2.1	MEDIA ACTIVATION AND NEWS RELEASES	4	5/1/95		CPIP-2.1	5	4/1/96
CPIP-2.2	LOCAL MEDIA CENTER ACTIVATION	4	5/1/95		CPIP-2.2	5	4/1/96
CPIP-3.0	ADMINISTRATIVE SERVICES MANAGER ACTIVATION	4	5/1/95		CPIP-3.0	5	4/1/96
CPIP-3.2	NORTH ANNA LEOF ACTIVATION	3	5/1/95		CPIP-3.2	4	4/1/96
CPIP-3.3	SURRY LEOF ACTIVATION	2	9/16/94		CPIP-3.3	3	4/1/96
CPIP-6.2	RADIOLOGICAL ASSESSMENT COORDINATOR	3	9/16/94		CPIP-6.2	4	4/1/96
CPIP-7.0	MEDICAL ADVISOR ACTIVATION AND DUTIES	4	5/1/95		CPIP-7.0	5	4/1/96

Emergency Plan Privacy and Proprietary Material has been removed. Reference Generic Letter No. 81-27.